

California State University, Fresno Foundation

CUSTODIAN – UNIVERSITY STUDENT UNION JOB ANNOUNCEMENT #21-252

POSITION SUMMARY:	Full-time, benefited position available for the University Student Union through the California State University, Fresno Foundation. Under the general supervision of the Custodial Supervisor, this position is responsible for performing custodial services in the University Student Union (USU), Satellite Student Union (SSU), outdoor area and related areas. Performs daily cleaning maintenance as assigned, and performs setup for SSU and outdoor area balcony.
ESSENTIAL JOB FUNCTIONS:	<p>Under the general supervision of the Custodial Supervisor, this position is responsible for the following, typical duties include but are not limited to:</p> <ul style="list-style-type: none"> • Performs assigned daily custodial maintenance and upkeep of the USU and SSU; cleans the facilities, including but not limited to offices, hallways, restrooms, conference rooms, recreation facilities, production facilities, lounges, walls and windows; shampoos furniture and carpets; empties trash receptacles; strips and waxes floors; replenishes supplies; and performs other duties on the interior and exterior of the facilities. • Work side by side with crew during setup for events on daily basis, ranging from theatre style to table and chairs and other set-ups. • Locks/unlocks the building in accordance with security procedures as assigned. • Monitors for and reports broken items (i.e. furniture, etc.) to the Maintenance Supervisor. • Performs minor repairs and maintenance in bathrooms, meeting rooms and other areas. • Utilizes the proper cleaning materials/chemicals for various floors, walls, furniture, etc.; exercises correct handling of custodial supplies. • Assists in set-ups for scheduled events and cooperates in moving furniture and other office related equipment. • Supervises and trains students and part-time custodians as directed. • Provides input to the Custodial Supervisor on performance evaluations of student and part-time custodians. • Must review and follow University and Fresno State Association, Inc. Safety Rules and Policies. Will work with Custodial Supervisor and other full-time custodians in training student and part-time custodians in performing work and safe use of equipment. • Promotes and encourages interdepartmental cooperation and collaboration. • Must be able to work weekends and rotating shifts. • Performs other duties as assigned.
POSITION REQUIREMENTS:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • High school diploma or general education degree (GED). • A minimum of one (1) year custodial experience as a custodian or equivalent.
COMPENSATION:	\$14.00 per hour. Benefits include medical, dental, vision, life insurance and 401K, vacation, sick, and holiday pay.
DEADLINE:	Application review begins September 23, 2021; open until filled
TO APPLY:	<p style="text-align: center;">Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/ for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person to:</p> <p>California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Ave. (there is no suite number) Fresno, CA 93710 Fax: (559) 278-0988</p> <p>E-mail completed application & resume to: HRAUX@LISTSERV.csufresno.edu</p>

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

*California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.*

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.